

AMERICAN EMBASSY MALABO, Equatorial Guinea

Vacancy Announcement

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| No. 2010-022 | Date: December 6, 2010 | Ref: |
| Subject: | CIVIL ENGINEER, TEMPORARY NOT TO EXCEED TWO YEARS | |
| Location: | MALABO - DEPARTMENT OF STATE | |
| Applicability: | ALL INTERESTED CANDIDATES | |

OPEN TO: All Interested Candidates

POSITION: FSN 10, Civil Engineer

OPENING DATE: December 6, 2010

CLOSING DATE: December 20, 2010

WORK HOURS: Full-time; 40 hours/week

SALARY: 20,584,276 XAF p.a.

In addition to the basic salary, all allowances will be paid in accordance with the Mission Local Compensation Plan.

NOTE:

- ALL ORDINARY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

The U.S. Embassy in **Malabo, Equatorial Guinea** is seeking to employ a suitable and qualified candidate for the position of **CIVIL ENGINEER**.

BASIC FUNCTION OF POSITION

The Civil Engineer (CE) is responsible to the Project Director for overseeing the construction contractor's civil, structural and architectural work for quality and conformance to plans and specifications. The Civil Engineer recommends approval of plans and technical submittals and assists with preparing change orders including preparing cost estimates and scopes of work, and other engineering duties related to construction of the Malabo New Embassy Compound (NEC). She/he shall be capable of working independently and shall provide professional engineering services.

POSITION REQUIREMENTS

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item or the application will not be considered.

- 1. Education:** Bachelor's degree (4 year course study) in civil engineering or architecture from an accredited university required.
- 2. Experience:** Minimum of 7 years of civil engineering, structural or architecture design and construction administration experience is required. Experience should include 2 years experience with US building codes and criteria.
- 3. Language Proficiency:** Level III (very good) in writing and understanding English is required. Level IV (fluent) in writing and understanding Spanish is required.
- 4. Job knowledge:** Knowledge of design and construction procedures on office buildings, construction standards and methods and jobsite testing procedures (soils and concrete) are to include familiarity with American Society of Testing and Materials (ASTM).
- 5. Skills and Abilities:** Basic knowledge of computers including use of CADD (computer aided design and drafting), Microsoft Word and Excel is required.

SELECTION PROCESS: When equally qualified, US Citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is important that the candidate specifically address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Currently employed US Citizen EFM who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
5. Currently employed Not Ordinarily Residents hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY

Interested applicants for this position must submit their applications according to the recommendations below or the application will not be considered:

1. Fill out and submit the U.S. Federal Employment application form (**DS-174**); available at the Embassy Gate and Internet Web site. This form must be completed in English;
2. Attach other documentation (e. g. essays, certificates, awards, copies of degrees earned) that addresses the requirements of the position as listed.
3. Indicate position title and vacancy announcement number on the top right corner of the envelope or application form.
4. If applying by email, indicate the position title and vacancy announcement number on the subject line at the following address: malaboapplicant@state.gov
5. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application.

SUBMIT APPLICATION TO:

Embassy of the United States of America,
KM-3 Carretera de Aeropuerto (El Paraíso),
Malabo - Equatorial Guinea

or malaboapplicant@state.gov

POINT OF CONTACT: Tel: (+240) 333-098 895, HR Section

DEFINITIONS

1. **Ordinarily Resident (OR):** A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permits for employment in country.
2. **Not-Ordinarily Resident (NOR):** Typically NORs are US Citizen EFM and EFM of FS, GS and uniform service members who are eligible for employment under an American USG pay plan, on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.
3. **U.S. Citizen Eligible Family Member (USEFM):** For purposes of receiving a preference in hiring for a qualified position needs to meet the following criteria:
 - Have US citizenship;

- Be at least age 18;
- Be listed as a spouse or dependant on the travel orders of a Foreign, Civil Service or uniformed service member permanently assigned to, or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority; and either
 - Be resident at the sponsoring employee's or uniform service member's post of assignment abroad, approved safe haven abroad, or alternate safe haven abroad; OR
 - Reside at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2

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| CLOSING DATE FOR THIS POSITION December 20, 2010 |
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AN EQUAL OPPORTUNITY EMPLOYER

The US Mission in Malabo provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation.